Parent Guidelines

We want everyone to have a great experience in our program. Therefore, we have Behavior Expectations/Guidelines that we hope every parent/guardian will discuss with their camper. Please see the attachment on Behavior Expectations.

Due to the nature of this program, fun, play, discover....get wet, sweat, we ask that your camper wear what they are comfortable in; but recommend “play” clothes, running shoes, and always apply sunscreen prior to outdoor play.

Our program leaders always do their best to monitor situations closely. However, with a wide range of ages, development and a large number of kids, it can be a challenge to witness every situation. If there is ever a concern, or suggestions, please speak to the Parks and Recreation Superintendent, or email at dmcclain@mydavenport.org.

Drop off & Pick up

A valid picture identification is required at both drop off and pick-up for each day of camp. Only individuals on the authorized pick-up/drop-off list will be permitted to pick-up/drop-off campers. Please help enforce this policy; we do understand when there are unforeseen incidents.

If campers and/or parents are running late to a drop off or pick up, they are expected to call the Camp Play office to notify our staff of their delay and anticipated arrival time (Leave a message if necessary).

The morning of away trips, buses will depart promptly at 8:50 AM for the day activity location.

In the afternoon, parents are expected to pick up their campers in a timely manner, with proper identification. In the event that a camper is picked up more than 30 minutes late from a camp we will document to make sure this doesn’t become a problem. The person picking up the camper must be acknowledged by a staff member and must sign-out the camper on the daily attendance sheet. Pick-up persons must be prepared to show photo identification prior to signing-out a camper. Late pick-up may result in additional fees being charged or termination from the program.

Bus Safety

During travel times, campers are required to remain seated. Instructors reserve the right to assign seats when necessary. Campers are expected to follow basic instructions and behavioral guidelines during travel; instances of "bullying" or other inappropriate behavior may lead to camper dismissal in accordance with our behavior policies.
Staff
Staff will consist of certified teachers who have had prior experience working with students. Camp Play will have high school student counselors paired up with each group. The student counselors will assist with games, arts and crafts and assisting wherever needed. Adult supervisors are always with groups on site and off site.

Activity Schedules
Parents are provided with a schedule of activities Calendar for summer. Please note the scheduled weekly calendar will help prepare your camper for the day to day activities. In case of rain or extremely hot weather, the activity schedule may be change. The group counselors may schedule additional activities for which your camper needs to be prepared. The counselors will inform you of any additional activities. The program pays for all program activities. Campers do not need to bring money to the program unless otherwise noted on the activity schedule.

Break/Lunch
Campers enrolled in Camp Play will be provided a breakfast and lunch. If a camper decides to bring their own lunch please make sure the lunch is packed in a secure container and labeled with camper’s name on it. There will be a refrigerator on site. Breakfast will be served at 8:00am and lunch at 12

Illness/Injury and First Aid
If a camper becomes ill or is injured while at the program the parent/guardian will be contacted as soon as possible. In case of serious injury, EMS will be called. If a parent cannot be reached, the staff will call the emergency contact noted on the registration form. The program staff is authorized to administer basic first aid when necessary. Basic first aid may include but is not limited to; application of ice packs, Band-Aids, Bactine, sting kill swabs, eyewash and rest. The staff will not remove an embedded tick or splinter. Parents will be informed if a tick/splinter is found on a camper.

Clothing and Footwear
Campers should dress in clothing appropriate for the weather and activity listed on the daily schedule. Keep in mind, schedules may be altered on rainy days. Campers should wear footwear that is safe and comfortable for play activities. Sneakers are recommended. Heeled or platform style shoes are not recommended. Skate shoes are not allowed. Loose fitting sandals are not recommended. Please do not send umbrellas with camper on rainy days.
Sunscreen
Daily use of sunscreen is recommended and should be applied before arrival in the morning. Campers should reapply sunscreen later in the day as needed. Staff is not responsible for applying sunscreen.

Pool Facility
Campers must wear bathing suits to swim at the pool. If a camper forgets their bathing suit on a day their group is scheduled to be at the pool the staff will attempt to contact the parent. Each camper should have their own towel and grooming aids as needed. Campers should not share towels or hairbrushes, etc. The different age groups have designated areas (depths) in which they are permitted to play/swim.

Child Behavior Expectations
We want our participants in the Camp Play Summer Program to have a positive experience. We have three important roles for the participant’s behavior.

1. Act in a safe manner
2. Respect others
3. Respect property

Level One:
Most misconduct is minor and is limited to offenses that can be easily handled by the counselors. This could include, but would not be limited to, uncooperative or disrespectful behavior, not putting away personal possessions or summer recreation equipment, littering, or misusing equipment.

Level Two:
More serious misconduct will result in a behavior / discipline report being filed with the Summer Recreation Counselor. A copy of this report will be sent home to the parent / guardian to sign and return with the camper on the next day. A brief meeting with the camper’s parent / guardian, camper and coordinator to review appropriate behavior and consequences will be necessary before the camper can return to the program. Examples of behavior that would cause a behavior / discipline report to be filed could include, but would not be limited to, acting in a way that would put oneself or others in danger, damaging property, using insulting or profane language, continued disrespect to adults or other camp participants.
Level Three:

Depending on the severity of the camper's behavior, the Parks and Recreation Superintendent will have the authority to send the camper home from the summer program immediately after an incident occurs. Harassment includes verbal or physical conduct that creates an intimidating, hostile or offensive environment for others. Examples of harassment could be, but are not limited to; actual or threatened physical aggression, demeaning comments or behavior, slurs or insults, and inappropriate sexual comments or actions. The camper will not be allowed to attend the next scheduled day of summer camp, and will not be allowed to re-enter until a conference with the camper, parent / guardian, and the Parks and Recreation Superintendent occurs.

Level Four:

If level three misconduct occurs a second time, the camper will be expelled from the program, and will not be allowed to return for the remainder of the summer with no refund of enrollment fees.

Levels and Consequences:

**Level One Violation**
Verbal warning
Sit out of activities for 15 min or longer

**Level Two Violation**
Discipline report sent home

**Level Three Violation**
Camper will be suspension from the program for 1 day.

**Level Four Violation**
Camper will be expelled from the program for the rest of the summer.

*All disciplinary actions given will be at the discretion of the coordinator with the consideration of the number of previous offenses. If a camper is suspended from the program, he /she may not remain at the program. No refunds will be given for expulsion from the program.*

Electronic Devices

Camp Play will not be responsible for lost or stolen electronics devices. Please make sure camper keep all devices secure while at camp.
Program/ Parent Collaboration

Campers Name___________________________________________________

The relationship between campers, parents and the program staff and administration is one of mutual trust and respect. We take very seriously our responsibility to you and your camper for the provision of a safe and enriching environment. Our staff is well trained, well supervised, and works diligently toward these goals. We expect you, the parent to share fully in this trust relationship by open communication with the program and by upholding your responsibility of full cooperation with the program guidelines and rules as well as financial agreements. We want to take this opportunity to thank you for selecting the City of Davenport Camp Play as your Campers summer activity destination.

Parent/ Guardian Signature_________________________________________  Date________________

Parks and Recreation Superintendent Signature_______________________  Date________________